GDS Phase 2 Advisory Committee Meeting	**3/4/2008** **1:30 PM** **South Executive Conference Room - Teleconference**

Meeting called by: Debi Jackson

Attendees: Cherie Hood, Debi Jackson, Bryan Dickason, Lorie Trapani, John Bays, Thea Pot-Van Atta, Tim Lord, Sue Kimball, Joe Lopez, Justin Masters, Craig Yamamoto, Craig Slaughter, Virginia Miller, Joan Brunk, Tenia Summerville, Rivka Weinberg, Heidi Dillon

Please bring:

Agenda

Introduction	Debi
Demonstration of Web Services	Debi - all
Web Services priority	Team
Open discussion / Summary	Team

Additional Information

Next Meeting 18 March 2008

Review Requirements

The Advisory Committee met and provided feedback on the demonstration of the Web Services client that CSAC developed. All members who were present liked the web services demonstration and agreed that the sample client would be beneficial for the schools. There were concerns that vendors would not create a different client piece due to funding and time. Schools explained that the vendors had no plan to develop a client to interface directly with their systems. CSAC is going to make the sample client available to all schools and schools can utilize an Access database or something similar to receive and modify the data. CSAC is trying to start a framework that hopefully in the future will be utilized more effectively.

Not all members had the opportunity to see the demonstration and asked for another demonstration. Debi will work with Tim Bonnell to set up another demonstration. We will use CCC Confer to perform the demonstration.

Debi explained that the CSAC home page has a link to the project which includes the minutes. Debi did not put members' names and numbers on the web site due to the site being public. Debi asked for feedback on the site. The members liked the site but informed Debi that the names are on the minutes. Debi asked if members wanted the names removed from the posted minutes but the members stated no, it was ok to list the attendees.

.The web site is: http://www.csac.ca.gov/gds_web2_doc.asp?id=1335

Bryan was tasked to provide draft requirements for Requirement #5. This task is outstanding. Bryan will provide these requirements at the next meeting.

Debi asked the members the priority of the web services to be provided. The members agreed to the following:

#1 – Payment uploads – This would allow schools to upload a file to CSAC with payment information. This file will have the following fields: Name, SSN, CSAC ID, Program Type, WEnrollment Status, EL level, Academic Year for payment, term, and remaining eligibility.

#2 – Award Status – Confirm SSN awarded appears on roster. Group by school, sort by Award Type.

#3 – School Change – upload file, Student coming to school in XML file.

#4 Student Demographics Changes – upload & download – compare by date, last update date, by school change, by student change.

Debi to get status of roster enhancements. Helen is progressing on roster changes. Changes will be done with Phase II.

Real Time components will be done by October.

GPA cut off Monday -3 March, schools can't upload GPA's due to no ISIR on file. Bryan discussed the issue with members but told schools to have students appeal. They can also call Charles Johnson at 916-526-7976 and tell Charles they are going to submit a batch upload.

Tasks:	
Open Tasks	Bryan will gather the definitions of the reports (requirement #5) so they can be reviewed.
Open Tasks:	Bryan will interview Ophelia Barton at CSAC. Bryan will draft up her needs and it

	will be discussed at the 5 February Meeting.
Open Discussion	
Tasks:	
Next Meeting	18 March 2008
	Review feedback from demonstration and the web site.